



"People  
helping people  
help  
themselves"

# Children's Mental Health Advisory Board

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## Meeting Notes

**Date:** 5/9/13

**Sub-Committee:** Wraparound Practitioner Certification

**Facilitator:** John Pavlack

- Goal of meeting was to determine Indiana's certification requirements for supervisors of Wraparound Facilitators.
- Reviewed Innovations Institute's Wraparound Practitioner Certificate Program Requirements for Wraparound Facilitator (WF) Supervisors to define Indiana's requirements for the WF supervisors.
- Team recommends the following requirements be adopted: Over the course of 24 months, new WF supervisor applicants will need to meet the following requirements in order to receive certification:
  - Completion of core training requirements:
    - CANS Assessment Super User certification
    - Introduction to Wraparound
    - Engagement in the Wraparound Process
    - Intermediate Wraparound: Improving Wraparound Practice
    - Advancing Wraparound Practice- Supervision and Managing to Quality
  - Participation in on-site coaching sessions with DMHA coach for a minimum of one year with successful completion within 2 years from point of application accepted. This includes all feedback sessions with their assigned WFs.
  - Participation in practice observations conducted by DMHA coach, including at a minimum:
    - 1 co-scored COMET with the DMHA coach
    - 2 Child & Family Team meeting observations with completed COMETs
    - 4 COMETS scored by the DMHA coach during supervision with the WF
    - Demonstrated use of the Supportive Transfer of Essential Practices Skills STEPS wheel
    - Demonstrated use of the Coaching Response to Enhance Skill Transfer (CREST) tool
    - Demonstrated proficiency in supervision through utilization of the Supervisory Assessment System (SAS) tool
  - Feedback will occur during the regularly scheduled onsite coaching sessions. Supervisors will need to be present during these sessions.
- Projected start date for the new supervisor requirements was discussed. Team recommends new requirements begin for new supervisors hired after 1915(i) services program starts.
- Team also discussed requesting input from CMHW board members regarding the number of required COMETS for the supervisor undergoing the certification process.
- Team recommends ongoing supervisor requirement (after certification) of completing 2 COMETS per WF supervised per year.
- Next Meeting: TBD